



Cookie Booths

Troops do NOT have to booth.

Girls need to be polite and able to engage with customers. If they're not ready, maybe they should wait another year.

Set troop goals, then schedule booths if needed to meet those sales goals.

To Schedule Booths

two types of booths:

Council-scheduled booths: groceries, big chains, etc.

- Check ebudde for locations. Schedule in Ebudde, 1-2 per week.
- Booth rounds are weekly – Round #2 begins Saturday, 9am.

Self-Scheduled booths: other places not on “no booths” list

- Get letter from manager, enter in Ebudde under “My Sales” tab.
- You will receive an email from Council confirming your booth.
- Never booth if place isn’t girl-appropriate (bar, dispensary, etc.).

**If you schedule booths then need to cancel,
please give to a Pima troop first.**

Delivery

Browse and signup for Council Booth Sales

Use drop down for My Sales or the Booth Sale Recorder.

Free Slots

Current Signups

Council Sales

Arizona Cactus-Pine

Green Branches have openings

- [+] Page, AZ
- [+] Parker, AZ
- [+] Payson, AZ
- [+] Peoria, AZ
- [+] Phoenix, AZ
- [+] Pinetop, AZ
- [+] Pinetop-Lakeside, AZ
- [+] Pinon, AZ
- [+] Prescott Valley, AZ
- [+] Prescott, AZ
- [+] Queen Creek, AZ
- [+] San Carlos, AZ
- [+] San Tan Valley, AZ
- [+] Sanders, AZ
- [-] Scottsdale, AZ**
 - [+] A.J.'s 15031 E. Thompson Peak Parkway
 - [+] A.J.'s 18271 N. Pima Rd.
 - [+] A.J.'s 23251 N. Pima Rd.
 - [+] A.J.'s 31311 N. Scottsdale Rd.
 - [+] A.J.'s 7141 E. Lincoln Dr.
 - [+] Bashas' 10111 E. Bell Rd.
 - [+] Bashas' 8035 E. Indian School Rd.
 - [+] Bashas' 8423 E McDonald Dr
 - [+] Fry's Food Stores 10450 N. 90th St.
 - [+] Fry's Food Stores 4842 E. Bell Rd.
 - [+] Frv's Food Stores 6321 E. Greenway

ars (654)

nsset (651)

ey (676)

hills (605)

d (607)

dge (640)

25)

34)

Apache Tears

4



Self-Scheduled

- Settings
- Girls
- Init. Order
- Delivery
- Girl Orders
- Transactions
- Cookie Exch
- Rewards
- Booth Sites**
- Payments
- GOC Org
- Sales Report
- Reports
- Help

Below are the currently defined Booth Sales
 To view or signup for Council Troop sales chose Council Sales in the drop down.

My Sales

Troop 9654 Sales Green=Approved Orange=Denied
 My Booth Sales (click me) [\(add a Location\)](#)

Business Name:

Location and Contact Info. [Map](#)

Addr: Addr2:

City: ST: Zip:

Contact: Phone:

eMail:

Format: 10/25/2011 for dates 9:00am for times.

Sale Date: Start: Approval
 End:

Requested:

Reason for approval/denial:

Add

Cancel

Before the booth

Plan to booth like you are a guest in someone's home!

Look professional: GS uniforms/matching GS shirts and vest

Talk to girls AND parents about expectations. Good manners!

Cookie sales are a "soft" sale - we do not pressure customers.

No smoking, vaping, or food at booths (water bottle ok)

Role-play situations with girls, prepare for interesting customers.

Schedule girls. Use shifts for younger girls.

- 2 girls + 2 adults Junior & below and for busy stores
- No more than 4 girls at once (2 is better)!

Create signage, find supplies.

Create a pretty, tidy booth with small table.

Ordering Cookies

For a 2-hour booth, you should take:

- 5-6 cases Thin Mints
- 4 cases Samoas
- 3 cases Tagalongs
- 2 cases each Do-si-dos, Trefoils, Lemon-ups
- 1 case S'mores (optional)
- 6 boxes Toffee-tastics (if you have them)

You probably won't sell all these, but you can't sell a box of cookies you don't have!

Bring to your Booth

- Permission/health forms, MS-27 Emergency Card
- First aid kit
- Booth confirmation or written permission
- If Bashas' or Wal-mart: Signed agreement
- Cookies and wagon to carry them
- Table, chairs, signs, table toppers, tape, pens
- Bags from that store
- Cash box and/or fanny pack for change
Change: \$30 in \$1 bills and \$30 in \$5 bills
- Booth worksheet to keep track of sales

Only registered GS! No siblings, friends, pets, etc.

When you arrive (5min before!)

Greet manager and ask where to set up.

Use your own wagon to move cookies.

Best Behavior for Everyone! (Adults, too!)

Keep girls in control and at the booth!
Away from parking lot, out of people's way.

OH NO! Another Troop Is Here at My Booth!

Mistakes happen. Don't get upset! Be chill.

Check Ebudde first!

One group is most likely at the wrong store, day, or time.

Please don't involve store manager in disputes!
Call Council if you can't resolve it.

During the Booth

- They are the store's customer first! Ask on their way out.
- Remain at booth always--don't block doors, sit on furniture.
- BE POLITE! Girls should not shout at customers. Speak in normal voice. Do not sing or chant.
- Never argue in front of girls, managers, or customers.
- Do not eat or chew gum. Engage with customers.
- Girls hand money to an adult. Keep < \$100 in cash box.
- Credit card payments via First Data app.
Do not accept bills over \$20 or checks.
Recommend counterfeit detection pen.
- Adults guard the girls, inventory, and cash box.

The girls run the booth!

When You Leave

- Leave the place cleaner than you came!
- Pack up quickly if another troop is waiting.
- Thank the manager and check out.
- **Take everything** you brought – including empty cookie cases.
- Use your own wagon to move things to your car.
- Watch girls, inventory, and cash box as you move everything out!

After Your Booth

- Send thank-you note
- Count your inventory, tally money and inventory.
- Assign cookies to girls in Ebudde.
 - **Method 1:** divide each booth's sales among girls who participated at that booth by their hours worked
 - **Method 2:** add up ALL booth sales and add ALL booth hours, then assign sales to girls according to each girl's total number of hours worked
 - Make sure whatever method you use is fair and agreed on by troop members and parents.

Last Thoughts

- Daisy and Brownie GS are invited to shadow a cookie booth with an older troop. Details coming soon.
- What-if scenarios on our council's site:
Booth info and common scenarios